

## RESOURCE MANAGEMENT

### RECYCLE PROGRAM

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#### 1.0 **GENERAL**

This directive establishes policy, procedures and guidelines for the Arizona Department of Emergency and Military Affairs (DEMA) recycling program.

#### 2.0 **SCOPE**

This directive applies to all DEMA personnel.

#### 3.0 **CONCEPT**

It is the policy and practice of the Department of Emergency and Military Affairs to, when cost effective, participate in a recycling program which:

- a. Diverts recyclable materials from the non-hazardous solid waste stream.
- b. Includes all DEMA agencies, activities and personnel as well as any tenant organizations occupying space on the installation, including leased space.

#### 4.0 **REVENUE DISTRIBUTION**

Recycling proceeds shall be distributed consistent with this policy in the following manner:

- a. Sale proceeds shall be remitted to DEMA-RM for deposit in the State morale, welfare and recreation fund established IAW ARS 26-153.
- b. The generating activity shall remit an invoice through the MWREC (AZAA-MWR) to DEMA-RM for reimbursement of costs directly attributable to the recycling program. These costs are related to but not limited to manpower, facilities, equipment, overhead and capital investments that solely support the recycle program. Upon approval, AZAA-MWR will direct DEMA-RM to place these dollars into the generating activity's program manager's sub-account within

the state MWR fund, but only to the extent that the costs are equal to or exceed the proceeds.

c. Any remaining proceeds shall be divided with sixty (60) percent of the balance remaining in the State MWR fund and forty (40) percent being deposited in the MWR sub-account established for the generating activity's MWR program manager.


d. For example, a facility that generates \$5000.00 in recycled funds, with direct labor costs of \$1000.00 could expect to see the following distribution of funds:

\$1000.00 returned to the generator's MWR sub-account fund.

2. \$1600.00 deposited to the generating facility MWR sub-account fund.
3. \$2200.00 deposited to the State MWR fund.

BY ORDER OF THE GOVERNOR:

DAVID P. RATACZAK  
Major General, AZ ARNG  
The Adjutant General

  
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